BY ORDER OF THE COMMANDER

GRAND FORKS AFB INSTRUCTION 13-101

1 FEBRUARY 2001

Space, Missile, Command and Control

AIRFIELD AND AIR TRAFFIC OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 13-2, prescribing procedures for air traffic management, control and operation of aircraft, and operation of vehicles on the movement area at Grand Forks AFB, North Dakota. Deviation is authorized only in emergencies where adherence would jeopardize safe aircraft operations.

SUMMARY OF REVISIONS

Clarified aircraft priorities (**1.3.**), revised filing of flight plans (**1.8.**); added a LG representative to the AOB, added requirement for all personnel operating on the airfield to report safety hazards to Base Operations, (**2.2.**), added SOF responsibility to report bird condition changes, (**2.3.3.**), changed ILS PMI start time, (**3.4.1.**), added requirement to notify CEOIP of generator operations, (**3.6.**), revised **Chapter 4** "Threat Avoidance Arrival and Departure Procedures", clarified opposite direction approach requirements (**7.3.1.**), clarified Route Papa phraseology, (**7.9.2.**), added CHARLIE ramp taxi procedures (**8.5.**); added SF to SCN, (**9.2.6.1.9.**), clarified listen only agencies on SCN, (**9.2.6.2.**), clarified clearance delivery procedures. A "|" indicates revised material since the last edition.

Chapter 1

GENERAL INFORMATION

1.1. Airfield Operations and Air Traffic Control. The 319th Operations Group Commander (319 OG/CC) is responsible for airfield and air traffic control operations.

1.1.1. The Airfield Operations Flight (319 OSS/OSA) executes the Airfield Management/Air Traffic Control missions.

1.1.1.1. Airfield Management consists of Base Operations and Combat Crew Communications.

1.1.1.2. Air Traffic Control Consists of:

1.1.1.2.1. Red River Tower. Red River Tower is the USAF military control tower located on Grand Forks AFB. The control tower at Grand Forks International Airport is designated "Grand Forks Air Traffic Control Tower" and is operated by the Federal Aviation Administration (FAA). All references to tower in this instruction refer to Red River Tower.

1.1.1.2.2. Grand Forks Approach Control. Grand Forks Approach Control is the USAF military radar approach control (RAPCON), located on Grand Forks AFB, which provides approach control service to the base, Grand Forks International Airport, and nine civilian airfields. It is part of the National Airspace System.

1.2. Description and Use of the Airdrome:

1.2.1. Grand Forks AFB Airfield Diagram.

1.2.2. Runway 35 is the primary instrument runway. Runway 35 is also the calm wind runway, and will be in use when the wind speed is less than five knots.

1.2.3. Takeoffs and landings on taxiways by fixed wing aircraft are not authorized. Use of taxiways for takeoffs and landings (i.e., real-world emergency or contingency operations during runway closures, etc.) will be coordinated through 319 OSS/OSA and approved by 319 OG/CC.

1.3. Aircraft Priorities. Aircraft are prioritized for arrivals and departures at Grand Forks AFB IAW FAAO 7110.65, Air Traffic Control Operations and then 319 ARW priorities:

1.3.1. FAAO 7110.65 Priorities:

1.3.1.1. Emergencies.

1.3.1.2. Civilian or military LIFEGUARD or MED/AIR EVAC (when priority is requested).

1.3.1.3. Civilian or military search and rescue.

1.3.1.4. Presidential aircraft.

1.3.1.5. Open Skies aircraft.

1.3.1.6. Flight Check aircraft.

1.3.1.7. Night Watch, FlyNet, Garden Plot, SAMP aircraft, in order listed.

1.3.1.8. TEAL and NOAA aircraft, when priority is requested.

1.3.2. 319th Air Refueling Wing Priorities. In the absence of the above listed priorities, prioritize wing operations as follows:

1.3.2.1. Single Integrated Operations Plan (SIOP) launch (real world situations only).

1.3.2.2. Contingency Support Aircraft and Special Assignment Airlift Missions.

1.3.2.3. Strip Alert Tankers.

1.3.2.4. Controlled departures. Aircrews shall declare a "controlled departure at (specified time)" with Ground Control prior to taxi. An aircraft departing on or before the controlled departure time is considered "on-time."

1.3.2.5. SIOP launch (exercise only).

1.4. Aeromedical Aircraft and Distinguished Visitors.

1.4.1. Base Operations is designated as the base agency for coordinating rescue protection for aeromedical aircraft.

1.4.1.1. RAPCON will advise Base Operations of arriving aeromedical aircraft as soon as possible, but no later than 15 flying miles, and relay information requested by the pilot.

1.4.2. Base Operations will advise Grand Forks Approach and Tower of any aircraft (arrival or departure) carrying distinguished visitors.

1.4.2.1. Grand Forks Approach will advise Command Post when arriving aircraft carrying distinguished visitors are 30 flying miles from the base.

1.4.2.2. Tower will advise Base Operations when an arriving aircraft carrying distinguished visitors is 15 flying miles from the base.

1.4.2.3. Relay of information regarding aircraft carrying distinguished visitors by air traffic controllers is secondary to providing air traffic control services. Controllers will relay this information as long as it does not interfere with primary air traffic control responsibilities.

1.5. Noise Abatement Procedures.

1.5.1. Aircraft should avoid flying over the base housing area below 2400 feet MSL, except for aircraft on approved photo flights. Approval authority for aircraft photo flights is the 319 ARW/CC coordinated through 319 ARW/PA.

1.5.2. Whenever possible, aircraft should avoid flying over the city of Grand Forks below 5000 feet MSL. Air traffic control shall avoid giving clearances/vectors to (DC-9 or larger) aircraft that will take them over the city of Grand Forks below 5000 feet MSL.

1.5.3. Whenever possible, aircraft shall avoid flying within 1 NM of the town of Arvilla below 4000 feet MSL. Grand Forks Approach/Red River Tower shall avoid giving clearances/vectors to aircraft that will take them over the town of Arvilla below 4000 feet MSL.

1.6. Practice Approaches by Civil Aircraft. Civil aircraft are permitted to use Grand Forks AFB and its associated Air Traffic Control and Landing Systems (ATCALS) to conduct practice approaches. Either Tower or Grand Forks Approach can disapprove. Tower is the sole authority for approaches and must

ensure the base mission is not adversely affected. Civil aircraft are restricted to conducting low approach landings.

1.7. Flight Plan Data.

1.7.1. Base Operations shall forward the following information to Tower on proposed departures and scheduled arrivals.

1.7.1.1. Type of flight plan.

1.7.1.2. Call sign.

1.7.1.3. Type aircraft.

1.7.1.4. Proposed departure and/or estimated arrival time.

1.7.1.5. Destination airport (departures only).

1.7.1.6. Estimated time enroute (round robin and IFR local flight plans only).

1.7.1.7. Special information or instructions relating to hazardous cargo, VIP, and medical evacuation flights.

1.8. Electronic Filing of Flight Plans. Locally assigned flying units may file a flight plan with Base Operations, either through the Local Area Network or direct fax.

1.8.1. Base Operations shall crosscheck completed flight plans with the wing-flying schedule; a match verifies an authentic flight plan.

1.8.1.1. If there is a discrepancy, dispatchers shall attempt to verify the flight plan with the unit and/or the Current Operations Flight (319 OSS/OSO).

1.8.1.2. In the event a flight plan cannot be verified, dispatchers shall initiate procedures outlined in 319 ARW OPLAN 510-XXX, Preventing and Resisting Aircraft Hijacking.

1.8.2. Per AFI 13-213, Airfield Management, if Base Operations is not provided the original flight plan, flying units are responsible for maintaining the original flight plan IAW AFMAN 37-139, Records Disposition Schedule, Table 13-7, Rules 3 and 4.

1.9. Control of Maintenance/Security Lights. When CHARLIE ramp maintenance/security lights degrade the ability to control traffic, Tower shall notify the Maintenance Aircraft Operations Center (MACC) and Security Forces Control Center (SFCC) which lights need to be turned off. MACC will coordinate with SFCC to determine where light cart units will be positioned as a compensatory measure for reduced area lighting. MACC will notify maintenance supervisors in the affected area to prevent any unsafe operations due to the low light condition.

1.9.1. SFCC shall turn the maintenance/security ramp lights off when all safety/security compensatory measures are in place. In the event of an aircraft emergency, the required ramp lights will be turned off immediately to facilitate emergency recovery operations.

1.9.2. Tower shall advise SFCC when traffic is no longer a factor so the lights can be turned back on.

1.9.3. Tower shall report all misaligned lights to 319 CES for adjustment. Tower will advise appropriate air traffic control staff personnel in these instances.

1.10. Exercises Coordination Procedures.

1.10.1. All base exercises that involve the use of the airfield or affect ATC operations shall be coordinated through the Airfield Operations Flight Commander (AOF/CC) at least 48-hours in advance.

1.10.2. The statement shall precede all exercise messages; "This is an exercise message."

1.10.3. Tower will coordinate taxi, takeoff, and landing operations with Command Post during exercises which impact/coincide with flying operations. This coordination may be accomplished during pre-exercise meetings.

1.10.4. Tower and RAPCON watch supervisors have the authority to determine the extent of participation of their facility once an exercise begins. Watch supervisors may terminate their participation if safety of flight will be jeopardized. In this situation, the watch supervisor will immediately notify Command Post and the appropriate air traffic control staff personnel.

1.10.5. Any agency (Command Post, Maintenance Aircraft Coordination Center, Fire Department, Security Forces, etc.) which identifies a need to terminate an exercise due to a real-world contingency (emergency, safety hazard, etc.), shall immediately notify Tower. Tower will broadcast over the Primary Crash Net and all appropriate frequencies: "This is Tower, LIFESAVER, LIFESAVER, LIFESAVER (reason and approving authority)." Tower will notify RAPCON, who will in turn advise airborne aircraft.

1.10.6. Tower will notify the Fire Department if they observe a "smoke pot," but do not receive notification of an exercise. Tower will not report additional smoke pot sightings, once initial notification has been made, unless specifically directed to do so by evaluation team members or as coordinated during pre-exercise meetings.

1.11. Airfield Operations Board (AOB).

1.11.1. The 319 OG/CC shall establish and chair the base AOB IAW AFI 13-203.

1.11.2. The following are appointed board members. They or a designated representative will attend all meetings:

1.11.2.1. Commander, 319th Operations Support Squadron.

1.11.2.1.1. Airfield Operations Flight (AOF/CC, CAM, RAPCON, Tower, Terminal Instrument Procedures Specialist (TERPS)).

1.11.2.1.2. Weather Flight.

1.11.2.1.3. Airspace Management.

1.11.2.2. Commanders, 905th, 906th, 911th, and 912th Air Refueling Squadrons.

1.11.2.3. Commander, 319th Communications Squadron and Mission Systems Flight Commander.

1.11.2.4. 319th Civil Engineering Squadron (CEO/CEC).

1.11.2.5. 319 ARW/SEF.

1.11.2.6. 319th Operations Group Stan/Eval (OGV).

1.11.2.7. 319 LG Representative.

1.11.2.8. FAA representatives and other civilian agencies (e.g., Hector Field in Fargo, Minneapolis Air Route Traffic Control Center, University of North Dakota Aerospace representatives) are invited to all meetings.

1.11.2.9. Other base agencies/organizations will be invited when issues to be discussed pertain to their area of responsibility.

1.11.3. The AOB shall conduct annual reviews as required by AFI 13-203. **See Attachment 2** for the annual schedule.

1.11.4. The AOB agenda shall be IAW AFI 13-203.

1.12. Custodial Control of ATC Tape Recordings. The AOF/CC has custodial control of all audio recordings of ATC frequencies and landlines. Contact the AOF/CC for access to recorded media and tape transcripts.

1.13. Recommendations for Change.

1.13.1. Recommendations for improving this instruction are encouraged and should be forwarded to the Grand Forks AFB AOB through the AOF/CC, or board members.

1.13.2. This instruction will be reviewed annually by 319 OSS/OSA, to determine the currency and correctness of the instruction, and if revisions warrant rewrite.

1.13.3. When necessary, provisional changes may be made by the AOF/CC.

1.13.4. Control this instruction in accordance with AFR 4-20, Vol. II, Disposition of Air Force Records - Records Disposition Schedule; AFI 37-123, Management of Records.

Chapter 2

AIRFIELD PROCEDURES

2.1. Selection of the Active Runway. The Tower Watch Supervisor is responsible for selecting the active runway.

2.1.1. Tower shall coordinate runway changes with RAPCON and Base Weather prior to changing the runway in use.

2.1.2. Tower shall set, or notify the agency with the master control to set, the wind sensing equipment selector switch to the sensor located at the landing threshold of the active runway.

2.1.3. Tower shall notify Base Operations when the runway change has been completed.

2.1.4. Upon notification of a change in the active runway, Base Operations shall notify the following agencies:

2.1.4.1. 319 ARW Command Post.

2.1.4.2. Grand Forks AFB Fire Department.

2.1.4.3. 319 ARW/MACC.

2.1.5. When the wind indicators in Tower are inoperative, Tower shall request a wind observation from the Weather Observer before selecting the active runway.

2.2. Airfield Conditions.

2.2.1. Airfield Management is responsible for forwarding all pertinent airfield condition information which could constitute an aircraft safety hazard to Tower, RAPCON, Command Post, and the Base Weather Station. Personnel operating on the airfield should report any observed safety hazards to Base Operations.

2.2.2. Airfield Management is responsible for accomplishing airfield inspections IAW AFI 13-213, Airfield Management. Airfield inspections are made for obstructions or dangerous conditions which are hazardous to aircraft operations. Conditions checked will include construction areas, RCR, approach, runway and obstruction lights, grass mowing, and snow removal. Airfield Management will relay all pertinent information and any changes to Tower, RAPCON, Command Post, and the Base Weather Station.

2.2.3. Tower shall notify all aircraft of airfield conditions prior to the start of taxiing or the issuance of landing clearance, with the exception of aircraft switching from RAPCON. Tower will notify RAPCON and Base Operations of any airfield conditions or discrepancies not previously reported.

2.2.4. Base Operations will relay RCR information to the weather observer for transmission on the AWDS.

2.2.5. RAPCON shall notify all aircraft of airfield conditions on initial contact or prior to relaying landing clearance.

2.3. Bird Aircraft Strike Hazard Program.

2.3.1. The Grand Forks AFB bird condition status will be reported IAW 319 ARW OPlan 91-202, Bird Aircraft Strike Hazard (BASH) Plan.

2.3.2. OSA Responsibilities: Tower will advise Base Operations of any increase or decrease in bird activity on the airfield. Bases Operations establishes the airfield bird condition status and passes the current condition to Tower and Command Post. Tower will relay changes to the bird condition to RAPCON and include the information in the Automatic Terminal Information Service (ATIS). RAPCON will relay bird condition to all inbound aircraft.

2.3.3. SOF Responsibilities: The SOF will advise Base Operations of any increase or decrease in bird activity on the airfield.

2.4. Airfield Construction and Inspection.

2.4.1. All airfield construction shall be coordinated from project beginning to completion with 319 OSA (Airfield Management and TERPS) and 319 ARW/SE.

2.4.2. 319 CES/CEO will schedule annual pavement maintenance plan meeting. The meeting will be scheduled prior to 1 March, so airfield repairs can be prioritized, scheduled, and accomplished. The following organizations must be represented at the meeting: 319 OG/CC, 319 LG/CC, 319 CES, 319 OSS/OSA, 319 OSS/OSAA, and 319 ARW/SE.

2.4.3. Airfield Management requires at least 10 days prior notice to start of any airfield construction for processing of NOTAMs, ATC procedure review, and coordination of airfield limitations and closures.

2.4.4. Base Operations will conduct daily airfield inspections IAW AFI 13-213, Airfield Management.

2.4.5. The Airfield Manager will conduct monthly airfield inspections. 319 OSS/OSA (AOF/CC and TERPS), 319 ARW/SE, 319 CES/CEO/CEC will participate as required.

2.4.6. The AOF/CC will conduct an annual airfield waiver inspection IAW AFI 13-203, Air Traffic Control. 319 OSS/OSA (AOF/CC, CAM, and TERPS), 319 ARW/SE, and 319 CES/CEO/CEC will review all airfield and airspace waivers and forward results to HQ AMC/DOA in September.

2.5. Aircraft Engine Runs, Taxi, and Towing Operations. Base Operations and 319 ARW MACC shall coordinate all engine runs, taxi operations, and towing operations using taxiways with Tower. Base Operations and MACC shall pass call sign/aircraft tail number and parking location information to Tower. Except for tactical engine runs associated with aircraft generation, performed IAW 319 ARW OPlan 510-XX, Preventing and Resisting Aircraft Hijacking, approval must be obtained from Tower before beginning engine runs, taxi, or towing operations. Additionally, Tower will terminate any engine run if it impacts, or has the potential to impact, aircraft operations.

2.5.1. Tower will not issue clearance for engine runs, taxi, or towing operations unless properly authorized. If an aircraft starts engines or taxies without authorization, Tower shall activate the Primary Crash Phone and pass all pertinent information. Airfield Management shall initiate anti-hijacking procedures in accordance with 319 ARW OPlan 510-XX, Preventing and Resisting Aircraft Hijacking.

2.5.2. Aircraft taxiing or conducting engine runs must maintain radio contact with Tower. Aircraft must give the call sign and parking spot and advise Tower upon termination of engine runs.

2.5.3. Maintenance engine runs on CHARLIE ramp parking spots C13 through C22 are not authorized for above flight idle. Maintenance engine run above idle, not to exceed flight idle, on C16, C17, C18, and C19 will not be conducted if winds are calm or from the west due to noise and fumes which could interfere with ATC operations. If these conditions are present, engine runs will be coordinated with the tower watch supervisor. If the engine run interferes with air traffic control operations, the engine run will be terminated. C23 and C24 are recommended for east side power run operation. The road behind C23 and C24 will be posted "closed" during power runs.

2.5.4. During Tower closures the MACC is authorized to approve maintenance engine runs and towing operations.

2.5.4.1. Prior to closing Tower will notify MACC.

2.5.4.2. Engine run supervisors will contact MACC on the applicable maintenance net and request clearance prior to engine start.

2.5.4.3. The MACC senior coordinator will log all engine run start and stop times, and maintain visual contact with aircraft running engines using the flightline camera (weather permitting).

2.6. Drag Chute Jettison. Tower will instruct landing aircraft not to release their drag chutes; aircraft must taxi to parking with their drag chutes attached. Aircraft may release their drag chutes prior to parking if high winds present taxi problems. When pilots report their chutes have been released, Tower will notify Base Operations. When visibility is poor or at night, and pilots report their chutes have been released, Tower will suspend runway operations until the chute is retrieved.

2.7. Supervisor of Flying Procedures (SOF). SOF duties are not performed from the Tower cab. SOFs will not use ATC frequencies without prior Tower coordination. Refer to 319 OG OI 10-1, Supervisor of Flying, for specific SOF procedures.

Chapter 3

ATC LANDING SYSTEM (ATCALS) AND RELATED EQUIPMENT

3.1. Airfield Lightning Malfunctions/No-Light Minimums. Base Operations shall immediately notify Tower if the approach lights or High Intensity Runway Lights (HIRL) are out of service and when they are returned to service.

3.1.1. If the HIRL are out of service, landings are not authorized from sunset to sunrise, unless emergency lighting is installed.

3.1.2. If 15% or more of the HIRL are inoperative, a NOTAM indicating HIRL not available shall be sent IAW AFJAM 11-208, Department of Defense NOTAM System.

3.1.3. RAPCON shall inform arriving aircraft of any approach lighting problems and, upon request, issue new minimums for the proposed approach.

3.2. Pilot Reports of Airfield Lightning System Malfunctions. Tower/RAPCON shall relay pilot reports of airfield lighting malfunctions to Base Operations. Base Operations shall coordinate with the Base Civil Engineer for repairs and issues appropriate NOTAM.

3.3. Control of Airfield Lightning During Tower Closure. In the event Tower closes, Airfield Management is responsible for ensuring the airport lighting system is operated in accordance with FAA Order 7110.65.

3.4. Preventive Maintenance Inspection (PMI) Schedule:

3.4.1. Instrument Landing System (ILS), Mondays and Tuesdays, 0700-0930 (L).

3.4.2. TACAN, Fridays, 0600-0900 (L).

3.4.3. ASR, Saturdays/Sundays, 1000-1200 (L).

3.4.4. ATCALS will not normally be released for PMIs when the reported weather conditions are less than, or forecasted to be less than 3,000-foot ceiling or 5 miles visibility.

3.4.5. When consistent with flight operations, ILS facilities will be released to METNAV maintenance for up to 24 hours immediately following an ILS flight check. This will allow maintenance to accomplish all mandatory post-flight check inspection procedures on the ILS.

3.4.6. The TACAN facility will be released to METNAV maintenance for up to 6 hours immediately following a TACAN flight check. This will allow maintenance to accomplish all mandatory post-flight check inspections on the TACAN. Release of the TACAN is predicated on flight operations.

3.5. Protection of ILS Critical Areas. Instrument holding position lines are located on taxiway CHARLIE, taxiway GOLF, and the on the taxiway exiting ALPHA ramp. **See Attachment 3** for a diagram of ILS Critical Areas.

3.5.1. When the ceiling is less than 800 feet or the visibility is less than 2 miles, all aircraft larger than a fighter will hold at the instrument hold lines until specifically cleared by Tower to proceed.

3.5.2. When the ceiling is less than 200 feet or visibility is less than 1/2 mile (RVR 2400), aircraft or vehicles shall not cross the instrument hold lines until specifically cleared by Tower to proceed.

3.6. Use of Auxiliary Power for Air Traffic Control and Landing Systems (ATCALS) Facilities.

3.6.1. RAPCON, Tower, and the Airport Surveillance Radar (ASR) will switch to back-up generator power when any of the following occurs:

3.6.1.1. Thunderstorms or lightning are observed or reported within 10 miles of the base or at least 30 minutes before their estimated arrival (when forecasted).

3.6.1.2. Whenever base weather personnel issue a tornado warning for Grand Forks AFB.

3.6.2. All other ATCALS facilities may remain on commercial power.

3.6.3. RAPCON and Tower supervisors will notify 319 CE/CEOI, 7-3737, during duty hours, or 7-6304/741-3788, after duty hours, whenever facility generators are started or shutdown.

Chapter 4

THREAT AVOIDANCE ARRIVAL AND DEPATURE (TAA/D) PROCEDURES

4.1. TAA/D Procedures. These procedures are designed to improve an aircrew's ability to operate in potentially high-threat areas and improve overall visual flying skills. Information in this paragraph is in addition to procedures established in 319 ARW Threat Avoidance Arrival and Departure (TAA/D) Concept of Operations.

4.2. Restrictions. ATC will authorize TAA/D maneuvers only to base-assigned aircraft.

4.2.1. Once Tower approves a TAA/D maneuver aircrews must keep the runway in sight and will notify ATC if they lose sight of the runway (except when conducting the Lima Departure).

4.2.2. When approved for a TAA/D maneuver and an aircraft has entered the Class D airspace, aircraft will remain in the Class D unless otherwise authorized by ATC.

4.2.3. Aircrews executing TAA/D maneuvers will notify and obtain approval from ATC whenever deviating from published TAA/D procedures.

4.3. Fixes. (See Attachment 4)

Fix Name	Coordinates
North Gate	RDR 360/016
South Gate	RDR 179/020
West Gate	RDR 274/017
Center Gate	RDR TACAN
Sierra	RDR 179/005
November	RDR 360/005
Whiskey	RDR 274/005
Alpha	RDR 302/011
Bravo	RDR 205/008

4.4. Phraseology. Aircrews will use the following TAA/D phraseology when communicating with ATC. All TAA/D maneuvers are conducted under VFR. See 319 ARW Threat Avoidance Arrival and Departure Concept of Operations for specific flight profiles.

4.4.1. "November or Sierra Arrival". A VFR Overhead maneuver.

4.4.2. "Center Gate Arrival". A Random Steep Approach maneuver.

4.4.3. "Whisky Arrival". A Curvilinear Approach maneuver.

4.4.4. "Center Gate Departure". A Spiral-Up Departure maneuver.

4.4.5. "Lima Departure". A low altitude, high-speed departure.

4.5. Arrivals. Caution: When transitioning from the IFR to VFR environment, aircrews will remain extremely vigilant for VFR aircraft operating near Grand Forks AFB and Grand Forks International Airport. Some of these VFR aircraft operate in Class E airspace without air-to-ground communications and others, with and without radios, routinely DO NOT use radar service.

4.5.1. Routes and Approach Control Procedures. Upon initial contact with Approach Control, aircraft will state the requested arrival route and TAA/D maneuver. Approach Control will coordinate the request with Tower. Tower is the ATC approving authority for all TAA/D maneuvers. Arriving aircraft's IFR clearance is automatically cancelled upon crossing the arrival gate. Multiple tactical arrivals will be conducted VFR.

4.5.1.1. November Arrival. Aircraft will fly direct to North Gate at 5,000 MSL. Upon reaching North Gate, aircraft will turn inbound on the RDR 360 radial to November. After passing North Gate, aircraft will descend and maintain 3,200 MSL. Aircraft will be instructed to contact Tower prior to November.

4.5.1.2. November Cell Arrival. Aircraft will fly direct to North Gate at block 5,000 through 6,000 MSL. Upon reaching North Gate, aircraft will turn inbound on the RDR 360 radial to November. After passing North Gate, the lead aircraft will descend and maintain 3,200 MSL, while the second aircraft will maintain 500 feet above the lead. Aircraft will be instructed to contact Tower prior to November.

4.5.1.3. Sierra Arrival. Aircraft will fly direct to South Gate at 5,000 MSL. Upon reaching South Gate, aircraft will turn inbound on the RDR 179 radial to Sierra. After passing South Gate, aircraft will descend and maintain 3,200 MSL. Aircraft will be instructed to contact Tower prior to Sierra.

4.5.1.4. Sierra Cell Arrival. Aircraft will fly direct to South Gate at block 5,000 though 6,000 MSL. Upon reaching South Gate, aircraft will turn inbound on the RDR 179 radial to Sierra. After passing South Gate, the lead aircraft will descend and maintain 3,200 MSL, while the second aircraft will maintain 500 feet above the lead. Aircraft will be instructed to contact Tower prior to Sierra.

4.5.1.5. Whiskey Arrival. Aircraft will fly direct to West Gate at 5,000 MSL. Upon reaching West Gate, aircraft will turn inbound on the RDR 274 radial to Whiskey. After passing West Gate, aircraft will descend and maintain 3,200 MSL. Aircraft will be instructed to contact Tower prior to Whiskey.

4.5.1.6. Center Gate Arrival. Aircraft will fly direct to RDR TACAN at 5,000 MSL. Aircraft will be instructed to contact Tower prior to reaching 5 miles from the airfield.

4.5.2. Class D Airspace Entry and Tower Procedures:

4.5.2.1. Aircraft will be transferred to Tower prior to entering the Class D airspace. Upon initial contact with Tower, the aircrew will state position and intended maneuver. Example: "Raid 24 Heavy is November for the November Arrival."

4.5.2.2. Overhead Tactical Approaches. Aircraft flying the overhead tactical approach will use the November Arrival for Runway 17 and the Sierra Arrival for Runway 35. Once Tower approves the maneuver and aircraft has passed November or Sierra, aircraft will descend and maintain 2,400 MSL. Aircraft should break no later than mid-field and will maneuver west of the runway. For a 2-ship formation, the lead aircraft will descend to 2,400 MSL after November or

Sierra, and the second aircraft will descend to 2,900 MSL. The lead aircraft will break at approach end and the second aircraft will break 30 seconds later.

4.5.2.3. Curvilinear Approach. Aircraft flying the curvilinear approach will use the Whiskey arrival for either runway. After passing Whiskey, aircraft will descend and maintain at or above 1,600 MSL, maneuvering west of the runway to position the aircraft on inside downwind. Aircraft will turn base and final to intercept a 1NM final. Aircraft will descend out of 1,600 MSL when in a position to make a normal descent to landing.

4.5.2.4. Random Steep Approach. Aircraft flying the random steep approach will use the Center Gate arrival for either runway. Upon reaching the RDR TACAN, aircraft will begin descent to 2,400 MSL and maneuver east or west of the runway to position the aircraft on a west downwind. Aircraft will remain above 2,400 MSL until on inside downwind than descend and maintain 1,900 MSL. Aircraft will accomplish a normal VFR landing from this position.

4.6. Departures. Aircraft using TAA/D departures will be changed to the departure frequency immediately after take-off unless the ATC situation dictates otherwise (Class D overflights, emergencies, etc.). Cell departures will be changed to departure prior to take-off roll unless the same aforementioned ATC situations exist. Aircrews are reminded, as they pass through 3,400 MSL, they are entering Class E airspace under VFR conditions, and may encounter civil aircraft operating who are not in contact with ATC. Additionally, departure aircraft are not considered IFR until the completion of the TAA/D maneuver (Center Gate: Outbound from RDR TACAN on runway heading. Lima Departure: Crossing Alfa/Bravo departure fix and climbing out of 2,700 MSL).

4.6.1. Center Gate Departure. Aircrews will request a Center Gate departure with Ground Control before obtaining IFR clearance. Ground Control will coordinate a Center Gate departure with Clearance Delivery. Aircraft will climb and maintain 5,000 MSL. After passing 400 feet AGL and the departure end of the runway aircraft will turn west and continue climbing to position the aircraft over the RDR TACAN at 5,000 MSL and flying runway heading. Aircraft cleared to a higher altitude will conduct the spiral maneuver to 5,000 MSL, proceed out on runway heading, and then continue climbing to assigned altitude.

4.6.2. Lima Departure. Aircrews will request the Lima departure with Ground Control before obtaining IFR clearance. Ground Control will coordinate a Lima departure with Clearance Delivery.

4.6.2.1. Runway 35. Aircraft will level off at 1,400 MSL. After passing 400 feet AGL the aircraft will turn and proceed to the Alpha fix, upon crossing the fix climb and maintain ATC assigned altitude.

4.6.2.2. Runway 17. Aircraft will level off at 1,400 MSL. After passing 400 feet AGL and past the alert facility the aircraft will turn and proceed to the Bravo fix, upon crossing the fix climb and maintain ATC assigned altitude.

Chapter 5

CONTROL OF GROUND TRAFFIC ON THE AIRPORT MOVEMENT AREA

5.1. General Procedures. Vehicles used in direct support of mission essential activities are authorized to operate on ramps, airport movement areas, and taxiways. Tower controls all vehicles requiring access to the airport movement area except when the runway is closed. Tower is not responsible for control of vehicles operating on other areas of the airfield.

5.2. Airport Movement Area. The airport movement area consists of:

5.2.1. The runway and overruns.

5.2.2. An area 60’ adjacent to the runway and overruns to include the runway lights and distance remaining markers (the distance remaining markers are 60’ from the runway).

5.2.3. The first 150’ of all taxiways leading from the runway.

5.2.4. The airport movement area is depicted in **Attachment 1**.

5.3. Access and Recall Procedures.

5.3.1. Vehicles must receive approval from Tower prior to entering the airport movement area.

5.3.2. Vehicles must maintain two-way radio contact with Tower or be escorted by a vehicle so equipped. Radios must be monitored continuously while on the airport movement area.

5.3.3. Security Forces vehicles may maintain radio contact with Tower through the SFCC. SFCC will contact Tower on 747-3815 (recorded line) and coordinate crossing.

5.3.4. Vehicles shall have affixed light signal placards or decals to the dashboard or other appropriate location in accordance with AF Manual 24-306, Manual for Wheeled Vehicle Driver (FOUO). Drivers observing light signals shall respond appropriately.

5.3.5. If vehicles have been permitted on the runway (not intended for short duration events such as runway crossings) and when weather conditions prevent Tower from viewing the entire runway, Tower will request Base Operations perform a runway sweep prior to approving any aircraft operations (landing or departing).

5.3.6. Recall Procedures. If radio contact with the vehicle is lost, Tower shall cycle the runway lights between the lowest and highest settings to attract the driver's attention. Vehicles observing this must immediately vacate the runway.

5.4. Phraseology. Vehicles shall repeat all Tower instructions, whether received directly or through Security Forces. Tower shall use the following phraseology to control vehicles:

5.4.1. Direct Two-Way Radio Communications:

5.4.1.1. "(Call Sign) PROCEED VIA (Route)".

5.4.1.2. "(Call Sign) PROCEED ON (RUNWAY or TAXIWAY)(Number or Name)".

5.4.1.3. "(Call Sign) PROCEED TO (Location)".

5.4.1.4. "(Call Sign) PROCEED (Direction)".

5.4.1.5. "(Call Sign) PROCEED ACROSS RUNWAY (Number)".

5.4.1.6. "(Call Sign) HOLD SHORT OF (Location)".

5.4.1.7. "(Call Sign) HOLD SHORT OF RUNWAY (Number)".

5.4.1.8. “(Call Sign) EXIT RUNWAY (Number)”.

5.4.1.9. “(Call Sign) EXIT RUNWAY (Number) at (Location)”.

5.4.2. SFCC will relay vehicle requests to Tower, relay Tower instructions to vehicles, and remain in continuous voice contact with Tower until all vehicles are off the movement area. SFCC will repeat back to Tower all instructions before relaying to vehicles, and will relay Tower instructions as follows:

5.4.2.1. "(Call Sign) TOWER ADVISES PROCEED VIA (Route)".

5.4.2.2. "(Call Sign) TOWER ADVISES PROCEED ON (RUNWAY or TAXIWAY)(Number or Name)".

5.4.2.3. "(Call Sign) TOWER ADVISES PROCEED TO (Location)".

5.4.2.4. "(Call Sign) TOWER ADVISES PROCEED (Direction)".

5.4.2.5. "(Call Sign) TOWER ADVISES PROCEED ACROSS RUNWAY (Number)".

5.4.2.6. "(Call Sign) TOWER ADVISES HOLD SHORT OF (Location)".

5.4.2.7. "(Call Sign) TOWER ADVISES HOLD SHORT OF RUNWAY (Number)".

5.4.3. Tower shall add the words "WITHOUT DELAY" to their instructions when appropriate.
Do not use the words "clear," "cleared," or "clearance" together with instructions to control vehicular traffic.

Chapter 6

LOCAL FLYING AREA

6.1. Local Flying Area. The fixed wing local flying area is the area within 100 NM of Grand Forks AFB, excluding the area, which lies north of the Humboldt (HML) VORTAC. The following information further defines this area:

6.1.1. Northern Boundary: HML080 and HML260 radials.

6.1.2. Eastern Boundary: Lake Bemidji.

6.1.3. Western Boundary: Town of Rugby, North Dakota, and the eastern edge of the Turtle Mountains.

6.1.4. Southern Boundary: City of Fargo and I-94.

6.1.5. Pilots flying VFR within the local flying area shall not operate along airways/jet routes, and shall cross airways in a manner consistent with flight safety. Care must be taken to remain clear of instrument approach routes and to exercise extreme caution when in the vicinity of navigational aids. All aircraft shall be especially vigilant when crossing US Highway 2, 3/4 miles south of the runway 35 threshold. Highway 2 is a VFR route for eastbound/westbound light aircraft.

6.1.6. Military Training Routes (MTR): IR 678 **(Attachment 5)** is the only MTR located in RAPCON's airspace. It enters near Cooperstown to the southwest and exits near Park River to the northwest. Aircraft on IR 678 operate 3000 MSL and below.

6.1.7. Pilots shall continuously monitor the appropriate ATC frequency unless otherwise approved by ATC. Pilots shall monitor guard frequencies when capable.

6.2. Automatic Terminal Information Service. The ATIS is a continuous UHF broadcast of recorded non-control information for Grand Forks AFB. Its purpose is to relieve frequency congestion by automating the repetitive transmission of essential but routine information.

6.2.1. The normal operating hours of the ATIS will be Monday-Friday, 0700-1900L. The ATIS will also operate when wing flying occurs outside the published operating hours (two hours prior to the first wing departure and until the last wing aircraft lands). The ATIS will not be operational during tower closures.

6.2.2. Pilots will use the ATIS to the maximum extent possible and report the ATIS “code” to either Tower or RAPCON upon initial contact. Problems or comments on the ATIS should be reported to 319 OSS/OSA (747-6323/6046).

6.3. Local Aircraft Channelization. ATC may issue the standardized channels contained in **Table 6.1.** in communications with base assigned aircraft.

Table 6.1. Grand Forks AFB Local Channelization

CHANNEL	FREQUENCY	AGENCY
1	275.8/119.15	Red River Ground Control
2	349.0/124.9	Red River Tower
3	318.1/118.1	Grand Forks Approach/Departure Control
4	269.6/132.15	Minneapolis Center (East)
5	270.3/124.2	Minneapolis Center (West)
6	371.2/126.6	Red River Arrival
7	274.675	ATIS
8	359.3/119.15	Clearance Delivery
9	311.0	319 ARW Command Post
10	339.1	CELL Radar (Discreet)
11	321.0	319 ARW Command Post
12	344.6	Grand Forks PMSV (METRO)
13	305.5	AR 106L (Primary)
14	364.2	ADC/GCI Common
15	294.7/132.3	RAPCON
16	255.4	Automated Flight Service Station
17	372.2	Grand Forks AFB Pilot to Dispatch
18	357.55	Maintenance Aircraft Coordination Center
19	-------	Spare
20	-------	Spare
GUARD	243.0/121.5	Emergency

Chapter 7

TERMINAL AREA PROCEDURES

7.1. Intersection Departures. Intersection departures are authorized as follows:

(Locally assigned KC-135 aircraft shall conduct intersection departures IAW AMCI 11-235, Vol.5)

7.1.1. Runway 35:

7.1.1.1. Taxiway DELTA: 11,450 feet remaining.

7.1.1.2. Taxiway ECHO: 9,150 feet remaining.

7.1.1.3. Taxiway FOXTROT: 4,050 feet remaining.

7.1.1.4. Intersection departures are not authorized from Taxiway Gulf.

7.1.2. Runway 17:

7.1.2.1. Taxiway ECHO: 3,200 feet remaining

7.1.2.2. Taxiway FOXTROT: 8,300 feet remaining.

7.1.2.3. Intersection departures are not authorized from Taxiway Charlie or Delta.

7.2. Separation Standards. The separation standards listed in FAA Order 7110.65, Air Traffic Control, apply, except as follows:

7.2.1. An aircraft making an altitude restricted low approach over personnel or equipment in the airport movement area shall be instructed to maintain at or above 1,500 MSL. Tower shall inform the personnel in the movement area that the approach will be conducted over them.

7.2.2. Base assigned aircraft shall receive full runway separation upon landing; reduced runway separation is not authorized.

7.3. Opposite Direction Operations.

7.3.1. Tower/RAPCON have final authority to approve or disapprove opposite direction operations. Approval or disapproval is based on other traffic, airport conditions, and weather. Opposite direction approaches or departures should be limited to operational need or aircrew training requirement.

7.3.2. Once an aircraft begins an opposite direction approach, that aircraft has priority over routine operations to the runway in use, unless priorities in paragraph **1.3.** require otherwise.

7.3.3. Use a 10-mile minimum cutoff limit for separation between IFR/VFR aircraft during opposite direction operations. This limit is necessary due to the closure rate of aircraft on opposite courses. Tower/RAPCON shall utilize the following cutoff points/distances during opposite direction operations:

7.3.3.1. Arrival vs. Arrival: Once an arriving aircraft is at or within 10 miles from the runway in use, do not allow the aircraft making an approach to the other runway to proceed closer than ten miles to the runway, until the first aircraft does one of the following:

7.3.3.1.1. Makes a full stop landing.

7.3.3.1.2. Executes a missed approach and is established on a course, or at an altitude, that ensures approved separation.

7.3.3.1.3. Begins a circling maneuver.

7.3.3.2. Arrival vs. Departure: Do not allow an arriving aircraft to proceed closer than 10 miles to the runway, until a departure (low approach/touch and go/stop and go aircraft) has crossed the departure end of the runway and is established on a course or at an altitude that ensures approved separation.

7.3.3.3. Departure vs. Arrival: Do not allow a departing aircraft to takeoff when an arriving aircraft is at or within 10 miles of the runway, until the arriving aircraft does one of the following:

7.3.3.3.1. Makes a full stop landing.

7.3.3.3.2. Executes a missed approach and is established on a course or at an altitude which ensures approved separation.

7.3.4. Pilots requesting opposite direction approaches/departures can expect lengthy delays when other aircraft are operating on the runway in use.

7.4. Wake Turbulence Procedures.

7.4.1. Pilots are reminded that in operations conducted behind all aircraft, acceptance of instructions from air traffic control in the three following situations is an acknowledgment that the pilot will ensure safe takeoff and landing intervals and accepts the responsibility of providing his/her own wake turbulence separation:

7.4.1.1. Traffic information.

7.4.1.2. Instructions to follow an aircraft.

7.4.1.3. The acceptance of a visual approach clearance or VFR operations to follow a “Heavy” aircraft.

7.4.2. Pilots will advise ATC if they need to adjust their flight path to avoid the effects of wake turbulence.

7.4.3. Pilots should be aware that KC-135R aircraft in the radar pattern require four miles separation behind KC-135R or other “Heavy” aircraft on final.

7.5. Overhead Pattern Procedures. Overhead patterns are not routinely used at Grand Forks AFB; however, they are permitted when flown as depicted in FAAO 7110.65. When an aircraft is in the overhead traffic pattern, Tower shall issue the following instructions to departing aircraft: "Maintain at or below 1,900 MSL until departure end of runway.” or “Execute local climbout", whichever is appropriate.

7.6. VFR Traffic Patterns. Care should be taken not to over fly ALPHA ramp or the Weapons Storage Area (do not over-fly the WSA below 1500 feet AGL (2400 MSL) or approach within 150 feet of its perimeter).

7.6.1. Overhead traffic pattern (2400 MSL).

7.6.2. Rectangular traffic pattern (1900 MSL):

7.6.2.1. Primary patterns are flown to the west; Tower may approve patterns to the east of the airfield for twin-engine turboprop aircraft or smaller, including helicopters.

7.6.2.2. Pilots shall commence closed traffic patterns at the departure end of the runway unless approved otherwise by Tower.

7.6.2.3. Closed traffic patterns will be flown east of Turtle River State Park with a 2-3 mile final.

7.6.3. Low altitude closed traffic pattern (1400 MSL): Pilots will state "Request low closed". Tower will approve request based on air traffic conditions.

7.7. Radar Traffic Pattern. The standard radar pattern is a west pattern at 2,700' MSL **(see Attachment 6).**

7.8. Climbout/Go-Around.

7.8.1. Standard climbout/go-around instructions are as follows:

7.8.1.1. Runway 35: "Maintain 1900 feet MSL until departure end of runway, then climb and maintain 2700 feet MSL, turn left heading 260 degrees" (climbing turn authorized).

7.8.1.2. Runway 17: "Maintain 1900 feet MSL until departure end of runway, then climb and maintain 2700 feet MSL, then turn right heading 260 degrees."

7.8.2. Issue the following climbout/go-around instructions to helicopters and aircraft smaller than a twin-engine turbo-prop:

7.8.2.1. Runway 35: "Maintain 1900 feet MSL until departure end of runway, then climb and maintain 2700 feet MSL turn right heading 080 degrees" (climbing turn authorized).

7.8.2.2. Runway 17: "Maintain 1900 feet MSL until departure end of runway, then climb and maintain 2700 feet MSL, turn left heading 080 degrees" (climbing turn authorized).

7.8.3. The 1900 feet MSL restriction does not apply when the airfield is below 1000 feet ceiling and/or three miles visibility.

7.8.4. RAPCON controllers may use the phraseology "execute local climbout" for base assigned aircraft conducting multiple approaches. RAPCON controllers need not reissue local climbout instructions for subsequent approaches unless a change is required. When climbout/go-around instructions other than above are required, RAPCON shall coordinate climbout instructions with Tower.

7.9. Standard Air Traffic Control Local Pattern Work Clearance.

7.9.1. To simplify coordination between Tower and RAPCON and facilitate transitioning base-assigned aircraft into the radar pattern from either a VFR pattern or an engine running crew change. Air traffic controllers will issue the clearance to aircraft using the phraseology "Cleared Route Papa" followed by the appropriate transponder code.

7.9.2. "Route Papa" is defined as follows: "Cleared to Grand Forks Air Force Base airport via radar vectors, fly runway heading, maintain two thousand seven hundred (2700), arrival frequency will be 371.2 (or 126.6), squawk (given with clearance)."

7.9.3. Route Papa clearances will only be issued to base-assigned aircraft.

7.9.4. Route Papa clearances will not be entered in the Aeronautical Information Service.

Chapter 8

UNUSUAL MANEUVERS AND SPECIAL OPERATIONS

8.1. Unusual Maneuvers within the Airport Traffic Area. Unusual maneuvers are defined as maneuvers not essential to the performance of flight or which violate Federal Aviation Regulations. This includes, but is not limited to, high speed passes, practice airfield attacks, aerial demonstrations, and parachute drops.

8.1.1. All unusual maneuvers shall be coordinated with Airfield Operations Flight Commander (319 OSS/OSA). Pilots will complete FAA Form 7711-2, Application for Certification of Waiver of Authorization, when required, and forward to 319 OSS/OSA a minimum of 90 days before the desired operation. 319 OSS/OSA will ensure all waiver requests are coordinated prior to submission to the FAA.

8.1.2. The Flight Standards District Office has granted the 319 OSS/OSA authority to approve high speed passes at Grand Forks AFB. Requests for high speed passes must be submitted to the 319 OSS/OSA through the 319 OG/CC at least 24 hours in advance.

8.1.3. After receiving approval:

8.1.3.1. The aircraft commander shall advise RAPCON prior to commencing the high-speed approach.

8.1.3.2. The aircraft must over fly the runway no lower than 500 feet AGL.

8.2. Launch of "Strip Alert" Tankers. Under certain conditions, one or more KC-135 aircraft may be launched to support emergency air refueling, airborne surveillance of emergencies, and flight following of hijacked civil aircraft, as outlined in AFI 13-207, Preventing and Resisting Aircraft Piracy, and 319 ARW OPLAN 510-XX, Preventing and Resisting Aircraft Hijacking.

8.2.1. The 319 ARW Command Post shall notify Tower and 319 ARW MACC of the impending launch.

8.2.2. Launch of strip alert aircraft will receive priority in accordance with paragraph **1.3.**

8.3. Cell Departure Procedures. Cell departure procedures are as noted:

8.3.1. Flight lead will, on initial contact with Ground Control, state the call signs of the aircraft in the flight and their parking locations.

8.3.2. Flight lead will request a frequency change from Ground Control to the Cell departure frequency (339.1) 30 minutes prior to departure.

8.3.3. Air traffic control enroute clearance can be requested on the Cell departure frequency (339.1) anytime within 30 minutes of the proposed departure time from Clearance Delivery.

8.3.4. Flight lead will request taxi from Ground Control on the Cell departure frequency.

8.3.5. Flight lead will request takeoff clearance from Tower on the Cell departure frequency.

8.3.6. All aircraft will contact Grand Forks Departure Control on the Cell departure frequency.

8.4. ALPHA Ramp Procedures.

8.4.1. Aircraft parked on ALPHA ramp will taxi out for departure as follows:

8.4.1.1. For Runway 35: Aircraft may launch from Runway 35 without first crossing the runway (traffic permitting) based on approval from Tower. When runway crossing is required, aircraft will taxi up to and hold short of the active runway until cleared across by Red River Ground Control, then exit at DELTA taxiway and hold at CHARLIE taxiway until ready for departure.

8.4.1.2. For Runway 17: Taxi up to and hold short of the active runway until cleared by Ground Control. Taxi to Runway 17 will be via the parallel taxiway or back taxi down the runway (as instructed by Tower).

8.4.2. Arriving aircraft parking on ALPHA ramp will:

8.4.2.1. Advise Tower on initial contact that parking will be on ALPHA ramp.

8.4.2.2. Landing Runway 35, exit the runway at taxiway FOXTROT or GOLF, taxi via the parallel taxiway and hold on taxiway CHARLIE (unless otherwise directed) until clearance is received from Ground Control to cross the active runway to ALPHA ramp.

8.4.2.3. Landing Runway 17, enter ALPHA ramp directly. Tower also has the option of exiting landing aircraft at CHARLIE or DELTA to facilitate other aircraft taxiing out of the ALPHA ramp.

8.5. CHARLIE Ramp Taxi Procedures. Due to deteriorating pavement conditions, aircraft are restricted from taxiing onto spots 13 - 23. Aircraft maintenance will back aircraft into those spots.

8.6. Parking Aircraft with Hazardous Cargo. Aircraft with explosive/hazardous cargo to be uploaded/downloaded will park on the “Horseshoe” Ramp. Alpha 12 is designated as the alternate “hot cargo” parking area IAW Aircraft Master Parking Plan.

8.7. Engine Running Crew Change (ERCC). ERCCs will normally take place on the parallel, behind parking spot C-1. Alternate locations are the hammerheads. Coordinate other locations through Tower.

8.8. Silent Launch Procedures. Silent launch shall be conducted IAW 319 OG OI 10-3. Coordinate deviations with 319 OSS/OSA.

Chapter 9

ABNORMAL AND EMERGENCY PROCEDURES

9.1. Emergency Situations.

9.1.1. When an emergency situation is declared, Tower/RAPCON shall inform Minneapolis Center and other affected air traffic control agencies, and all aircraft under their control of the emergency situation and expected duration. Aircraft shall be informed of the presence of any clouds of chemicals, smoke, etc., and be directed away from such hazards.

9.1.1.1. 319 OSS/OSA is the OPR for the IFE response process. 319 OSS/OSA will host an annual process review with the Fire Chief (CEF), OGV, OSAA, OSAB, OSAD, CP, AGS, LGP, SEF, and SFS.

9.1.1.2. Grand Forks AFB Plan 32-101 will be implemented during actual aircraft accidents/mishaps and exercises that warrant response from the installation disaster preparedness group.

9.1.2. The 319 ARW Command Post shall initiate Skyhook Conference telephone calls as required. Tower shall be included only when a designated tower officer is present. Air traffic controllers are not authorized to participate in Skyhook Conferences.

9.1.2.1. Tower shall notify 319 CS Communications Maintenance Control Center when an actual or exercise emergency situation is declared. The communications Maintenance Control Center shall notify radar maintenance and METNAV maintenance personnel of the nature of the emergency.

9.1.2.2. Tower shall initiate a facility bailout alarm during actual or exercise in-flight emergencies at least 5-minutes prior to landing.

9.1.3. After an aircraft with an emergency has landed, Tower shall ask the pilot if further assistance is required, then relay the information to Chief 2. Chief 2 shall make the decision to terminate the emergency. Tower shall notify Base Operations and RAPCON when the emergency has been terminated.

9.1.4. Tower shall not taxi aircraft through a cordoned area without first obtaining permission from the On-Scene Commander.

9.1.5. **Attachment 8** outlines standard IFE response procedures.

9.2. Primary Crash Phone. The Primary Crash Phone is designed for participants to have "two-way" or "receive only" capability.

9.2.1. Participants with Two-way Communications shall be:

9.2.1.1. Tower (Activator).

9.2.1.2. Base Operations.

9.2.1.3. Fire Department.

9.2.1.4. Family Medicine Clinic.

9.2.1.5. Flight Medicine Clinic.

NOTE: After normal duty hours and on weekends, the Flight Surgeon's office will not answer.

9.2.2. Testing. Tower shall check the Primary Crash Phone daily between 0800L and 0830L.

9.2.3. Tower shall activate the Primary Crash Phone when information is received regarding an aircraft with an in-flight/ground emergency and reactivate the phone if the aircraft crashes, departs the runway, or encounters other hazardous situations. Tower controllers will attempt to provide the following information (as a minimum):

9.2.3.1. Aircraft call sign and type.

9.2.3.2. Nature of emergency.

9.2.3.3. Pilot's desires.

9.2.3.4. Fuel status.

9.2.3.5. Number of personnel on board.

9.2.3.6. Landing runway.

9.2.3.7. Wind direction and speed.

9.2.3.8. Hazardous cargo information.

9.2.3.9. Aircraft tail number and parking location (if known, for ground emergencies).

9.2.3.10. Any other pertinent information.

9.2.3.11. Controllers should not delay activation to obtain all the above information. Tower controllers should activate the crash phone as soon as sufficient information is received to start the emergency response process.

9.2.3.12. Tower shall not use nicknames, such as BROKEN ARROW, to describe the situation except when authority is given (e.g., "Command Post advises this is a BROKEN ARROW").

9.2.4. Tower will activate the primary crash phone for the following reasons:

9.2.4.1. Information is received regarding a bomb threat to an aircraft (airborne or on the ground). In addition, if the Tower receives initial notification from a suspicious caller about a bomb or threat to any agency/building on base, activate the primary crash phone and pass on all available information. If RAPCON receives the initial notification, they will pass it on to the Tower so the primary crash phone can be activated.

9.2.4.2. A tornado or funnel cloud is sighted. If possible, include location, direction of movement, distance (if known), etc.

9.2.4.3. A pilot transmits that an aircraft is being hijacked or a hijack/stolen aircraft is suspected due to visual signals or suspicious activity/covert communications.

9.2.4.4. Information is received indicating an aircraft has crashed (military or civilian) within Grand Forks AFB assigned airspace.

9.2.4.5. Tower or RAPCON is evacuated.

9.2.4.6. Information is received regarding an in-flight emergency in-bound to Grand Forks AFB.

9.2.4.7. Conditions are reported or observed on the airfield to constitute a response of emergency vehicles (fuel spill, aircraft fire, smoke observed from an aircraft, etc.).

9.2.4.8. Tower supervisor determines or suspects an emergency situation exists that warrants immediate emergency response.

9.2.5. Tower shall plot the crash location on the Crash Grid Map and relay the geographic location and/or approximate grid coordinates to Base Operations. The Chief 2 will determine final grid coordinates. Base Operations shall relay the crash grid coordinates and any other update information over the Secondary Crash Net.

9.2.6. Secondary Crash Net (SCN).

9.2.6.1. The Airfield Manager is the SCN manager. The following agencies are on the SCN with two communications.

9.2.6.1.1. Base Operations (Activator).

9.2.6.1.2. Fire Department.

9.2.6.1.3. Disaster Preparedness.

9.2.6.1.4. Family Medicine Clinic.

9.2.6.1.5. Flight Medicine Clinic.

9.2.6.1.6. Command Post (Alternate Activator).

9.2.6.1.7. Base Weather.

9.2.6.1.8. 319th Support Group Commander.

9.2.6.1.9. Security Forces.

9.2.6.2. The following agencies have listen only capability on the SCN.

9.2.6.2.1. 319 ARW Safety.

9.2.6.2.2. MACC.

9.2.6.2.3. Public Affairs.

9.2.6.3. Should the Primary Crash Phone be out of service or if Tower is closed or has evacuated, emergency information shall be passed directly to Base Operations. Base Operations shall immediately relay the information over the Secondary Crash Net.

9.2.6.4. If Base Operations is unable to activate the Secondary Crash Net (due to evacuation of the building, equipment outage, etc.), Tower will activate the Primary Crash Net, then immediately relay the information to Command Post. Command Post is the alternate agency for Base Operations and will activate the Secondary Crash Net.

9.2.6.5. Base Operations will test the SCN daily between 0800 and 0900L.

9.3. Suspending/Resuming Runway Operations.

9.3.1. Tower watch supervisor shall suspend runway operations when:

9.3.1.1. An emergency aircraft lands.

9.3.1.2. There is a disabled aircraft on or near the runway.

9.3.1.3. There is a possibility of debris on the runway as the result of an emergency.

9.3.1.4. Directed by the Crisis Action Team, 319 ARW/CC, 319 OG/CC, Airfield Operations Flight Commander, Airfield Manager or designated representative.

9.3.1.5. In the watch supervisor's opinion, safety of flight is jeopardized.

9.3.2. If runway operations are suspended, Tower shall notify Base Operations and RAPCON of the reason. Base Operations shall notify the Airfield Operations Flight Commander, Airfield Manager, and Command Post.

9.4. Runway Checks. Tower shall not resume normal operations until the Airfield Manager or designated representative has determined that the runway is safe and operations should be resumed.

9.5. Bailout. Optimum bailout is one mile north of the runway, 8,000 feet to 10,000 feet MSL, heading 350 degrees.

9.6. Stores Jettison. The stores jettison area is at the north end of the airfield 500 feet by 3500 feet area, bounded on the south by the ILS antenna trestle and on the north by the field boundary.

9.6.1. Stores shall only be dropped directly west of the ILS antenna trestle. Jettisons made beyond this point may result in an impact beyond the field boundary.

9.6.2. Aircraft should notify Tower and/or RAPCON as soon as possible when the stores jettison area is required, and advice Tower when the drop has been completed.

9.6.3. Tower shall activate the Primary Crash Phone when a request to use the stores jettison area is received.

9.6.4. Tower shall initiate a facility bailout alarm and notify 319 CS Communications Maintenance Control Center when an aircraft will jettison stores. The Communications Maintenance Control Center shall notify METNAV maintenance personnel to avoid the stores jettison area.

9.6.5. Approach to the area is made by flying south to north, approximately 1000 feet west of the runway, at an altitude of 1600 feet MSL. During night and/or IFR conditions, the area may be located by executing the TACAN runway 35 missed approach, proceeding out R-353, jettisoning between 1.0 and 1.5 DME. Time and circumstances permitting, a dry run should be made prior to actually dropping stores in order to get to know the proper drop area. Controller assistance in reaching the jettison area is limited to providing a description of the area.

9.6.6. If the first jettison attempt is unsuccessful, aircraft should avoid flying over structures and aircraft parking ramps.

9.6.7. Tower shall direct any available radio equipped vehicle to assist in clearing the stores jettison area whenever non-radio equipped vehicles are observed near the area. Aircraft/vehicles shall not be authorized access to the runway or taxiway GOLF/Hammerhead during stores jettison operations.

9.7. Hot Armament. Tower will direct aircraft landing with hot armament (guns, rockets, etc.) to the north Arm/De-arm area (north hammerhead) and notify the MACC.

9.7.1. Aircraft will be directed to make all turns to the west (when possible), and will park their aircraft facing west.

9.7.2. Aircraft landing with "hot" armament will not be treated as an emergency unless specifically declared by the pilot.

9.7.3. When aircraft are parked facing west and their "line of fire" is across the runway; Tower will suspend runway operations until the aircraft is de-armed.

9.8. Hot Brakes Parking. The south hot brakes parking area is located at the intersection of taxiway BRAVO and Taxiway DELTA. The north hot brakes parking area is located on taxiway GOLF.

9.9. Ground Fuel Dumping. After a pilot advises that ground fuel dumping is necessary, Tower shall activate the Primary Crash Phone.

9.9.1. The south fuel dump area is located on taxiway CHARLIE, approximately 150 feet east of the hold line. Aircraft shall turn to a heading of approximately 340 degrees before dumping fuel.

9.9.2. The north fuel dump area is located on taxiway GOLF, between the road and the runway over-run. Aircraft shall turn to a heading approximately 175 degrees before dumping fuel.

9.10. Airborne Fuel Dumping.

9.10.1. The airborne fuel dump area is located on the RDR 220 radial, between 25 and 60 DME, above FL210. This area shall be used for all fuel dumping in the Grand Forks area, except when the delay incurred going to the area or altitude would compromise flying safety.

9.10.2. The aircraft commander must obtain approval (time permitting) from the 319 OG/CC through Command Post, and the appropriate air traffic control agency prior to dumping fuel.

9.11. Emergency Locator Transmitter (ELT) Signals.

9.11.1. Upon receipt of an ELT signal on 243.0 or 121.5 MHz, Tower shall notify Minneapolis Center and Command Post, which will initiate search procedures.

9.11.2. Upon termination or after locating the source of the ELT, Tower shall notify Minneapolis Center and Command Post.

9.12. Unlawful Seizure of Aircraft. Base Operations is designated as the single base agency for coordinating action and information regarding a possible hijacking.

9.13. Unidentified/No Flight Plan Aircraft Arrivals.

9.13.1. Unidentified Aircraft.

9.13.1.1. If an unidentified aircraft lands with or without establishing radio contact, Tower shall activate the Primary Crash Phone and pass all known information on the aircraft, including specific location and direction of travel.

9.13.1.2. Base Operations shall notify SFCC and Command Post. The aircraft will be escorted to the either the Horseshoe or Hammerhead parking areas IAW OPLAN 510-XX, Preventing and Resisting Aircraft Hijacking, and held there by security forces personnel until the aircraft and crew can be identified by Base Operations.

9.13.2. No Flight Plan Aircraft.

9.13.2.1. Tower and/or Grand Forks Approach shall notify Base Operations immediately when an aircraft without a proper flight plan requests to land at Grand Forks AFB. Pass all known information, such as call sign, type of aircraft, and departure airport.

9.13.2.2. Base Operations shall attempt to verify the identification of the aircraft by contacting the appropriate agency. If unable to verify the aircraft's identity and authorization to land at a military airfield, Base Operations shall deny landing permission and the aircraft shall be treated as an unidentified aircraft.

9.13.3. Tower will instruct all unidentified/no flight plan aircraft landing at Grand Forks AFB to clear the runway at the first available taxiway, hold its position, and advise personnel to remain on-board until escorted to the Horseshoe or Hammerhead parking areas.

9.14. Explosive Detection K-9 Teams.

9.14.1. If a civilian pilot requests the location of the nearest explosive detection K-9 team, air traffic controllers will contact the FAA Washington Operations Center (ADA-30) telephone (202) 267-3333, DSN 667-5592.

9.14.2. Provide ADA-30 with the aircraft's identification, position, and pilot's intentions.

9.14.3. If a military aircraft landing at Grand Forks AFB requests an explosive detection K-9 team, the tower shall activate the primary crash phone and relay all available information. The tower will then coordinate necessary information with Law Enforcement via the landline.

9.15. Tower/Base Operations Closure Procedures. 319 ARW/CC may approve the closure of Tower/Base Operations during scheduled periods of inactivity (airfield construction projects, holidays, down days, etc.). 319 OSS/OSA will be the focal point for coordinating the closure with HQ AMC/DOA, initiating appropriate NOTAMs, and notifying affected base agencies.

9.15.1. Aircraft engine runs shall be conducted in accordance with section **2.5.**

9.15.2. During Tower only closures, Base Operations will activate the Secondary Crash Alarm System in lieu of the Primary Crash Alarm System (Crash Phone) and pass emergency information via landline to RAPCON.

9.15.3. When both Tower and Base Operations are closed, Command Post will activate the Secondary Crash Alarm System in lieu of the Primary Crash Alarm System (Crash Phone) and pass emergency information via landline to RAPCON.

9.16. Air Traffic Control Facility Outage Procedures. Various reasons could cause an interruption to air traffic control service, such as facility evacuations due to bomb threats, approaching tornadoes or high winds, structural damage due to fire, or communications failures. A number of options are available to continue service, therefore, in the event Tower and/or RAPCON are out of service, the following procedures will be implemented:

9.16.1. Tower out of service (RAPCON operational). During periods when the tower is out of service; pattern and local transition flight training is not authorized at Grand Forks AFB. The 319 OSS/OSA will issue appropriate NOTAMs. Additionally, based on the expected duration of the outage (more than one week), it may be necessary to request Combat Communications support through HQ AMC/DOA.

9.16.1.1. Base Operations will be responsible for ensuring only authorized aircraft start engines and taxi.

9.16.1.2. Tower Frequency 349.0 shall become the Common Traffic Advisory Frequency (CTAF).

9.16.1.3. Aircraft shall broadcast advisories of their position and intentions on the CTAF. Pilots may refer to the Aeronautical Information Manual for more in-depth information and examples.

9.16.1.4. Aircraft shall call Departure Control when ready for departure and request clearance and release. When traffic conditions permit, Departure Control will relay the clearance, release, and any additional instructions.

9.16.1.5. If a pilot is unable to cancel IFR with RAPCON, the pilot will report the down times to Base Operations. Base Operations shall pass down times to RAPCON.

9.16.1.6. Aircraft engine runs shall be conducted in accordance with section **2.5.** The MACC will conduct towing operations in accordance with section **2.5.**, with the exception that towing operations across the runway are not authorized unless approved by Base Operations.

9.16.1.7. Routine access by 319 CS personnel to buildings within the movement area (i.e., localizer, glideslope, etc.) will be discontinued due to the inability of Tower to initiate the Emergency Warning and Evacuation Alarm. The 319 CS will coordinate emergency access through Base Operations.

9.16.2. RAPCON out of service (Tower operational). The following procedures will apply if RAPCON is rendered out of service, and Tower is fully functional:

9.16.2.1. Minneapolis Center shall assume control of RAPCON airspace and provide approach control services. As a result, practice radar approaches normally provided by RAPCON will be curtailed due to the increased workload placed on Minneapolis Center.

9.16.2.2. Aircraft shall call Ground Control for clearance.

9.16.3. Tower and RAPCON Out of Service. The following procedures will apply when both facilities are rendered out of service.

9.16.3.1. Base Operations is responsible for ensuring only authorized aircraft starts engines and taxi.

9.16.3.2. Tower frequency 349.0 shall become the Common Traffic Advisory Frequency (CTAF). Aircraft shall broadcast advisories of their position and intentions on the CTAF. Refer to Aeronautical Information Manual for more in-depth information and examples.

9.16.3.3. Departing aircraft shall call Base Operations for clearance. Base Operations, with the assistance of a watch supervisor qualified air traffic controller, will contact Minneapolis Center (Sector 24) for the clearance, then relay the clearance verbatim to the departing aircraft.

9.16.3.4. Departing aircraft shall call Base Operations and request release when ready for departure. Base Operations, with the assistance of a watch supervisor qualified air traffic controller, shall coordinate with Minneapolis Center (Sector 24) then relay verbatim to the departing aircraft the release with any additional restrictions.

9.16.3.5. If an arriving aircraft is unable to cancel IFR with Minneapolis Center, the pilot will relay the down time to Base Operations, who will then pass the down times to Minneapolis Center (Sector 24).

9.16.3.6. The MACC will conduct towing operations in accordance with section **2.5.**, with the exception that towing operations and engine runs across the runway are not authorized unless approved by Base Operations.

9.16.3.7. Base Operations will activate the Secondary Crash Alarm System in lieu of the Primary Crash Alarm System (Crash Phone).

9.16.3.8. Routine access by 319 CS personnel to buildings within the movement area (i.e., localizer, glideslope, etc.) will be discontinued due to the inability of Tower to initiate the Emergency Warning and Evacuation Alarm. The 319 CS will coordinate emergency access through Base Operations.

9.16.3.9. Pilots will obtain current weather information from Grand Forks METRO (frequency 344.6).

9.16.3.10. Resumption of air traffic control service. Both Tower and RAPCON have internal procedures for re-opening the facilities, notifying on- and off-base agencies, and assuming control of airspace and traffic. These procedures will be followed when the facilities are returned to service.

9.17. Control Tower Evacuation Due to High Winds. The tower cab will be evacuated when sustained winds exceed 70 knots. Unless otherwise threatened, Tower personnel will remain on the lower floor of the Tower until operations resume. Closure/Evacuation procedures shall be IAW paragraph **9.18.**

9.18. Airport Surveillance Radar (ASR) Antenna Free Wheeling. 319 CS maintenance personnel will place the ASR antenna into free wheel mode when the winds exceed 65 kts.

9.19. Center Radar Presentation (CENRAP) Procedures. CENRAP is a computer program that processes secondary radar data from Minneapolis Air Route Control Center's Findley radar site. This program is used as a backup system when the Grand Forks GPN-20 radar is out of service and provides secondary radar data only, no primary radar data.

9.19.1. CENRAP procedures will be initiated for training and system checks by RAPCON each Sunday from 1330L – 1530L.

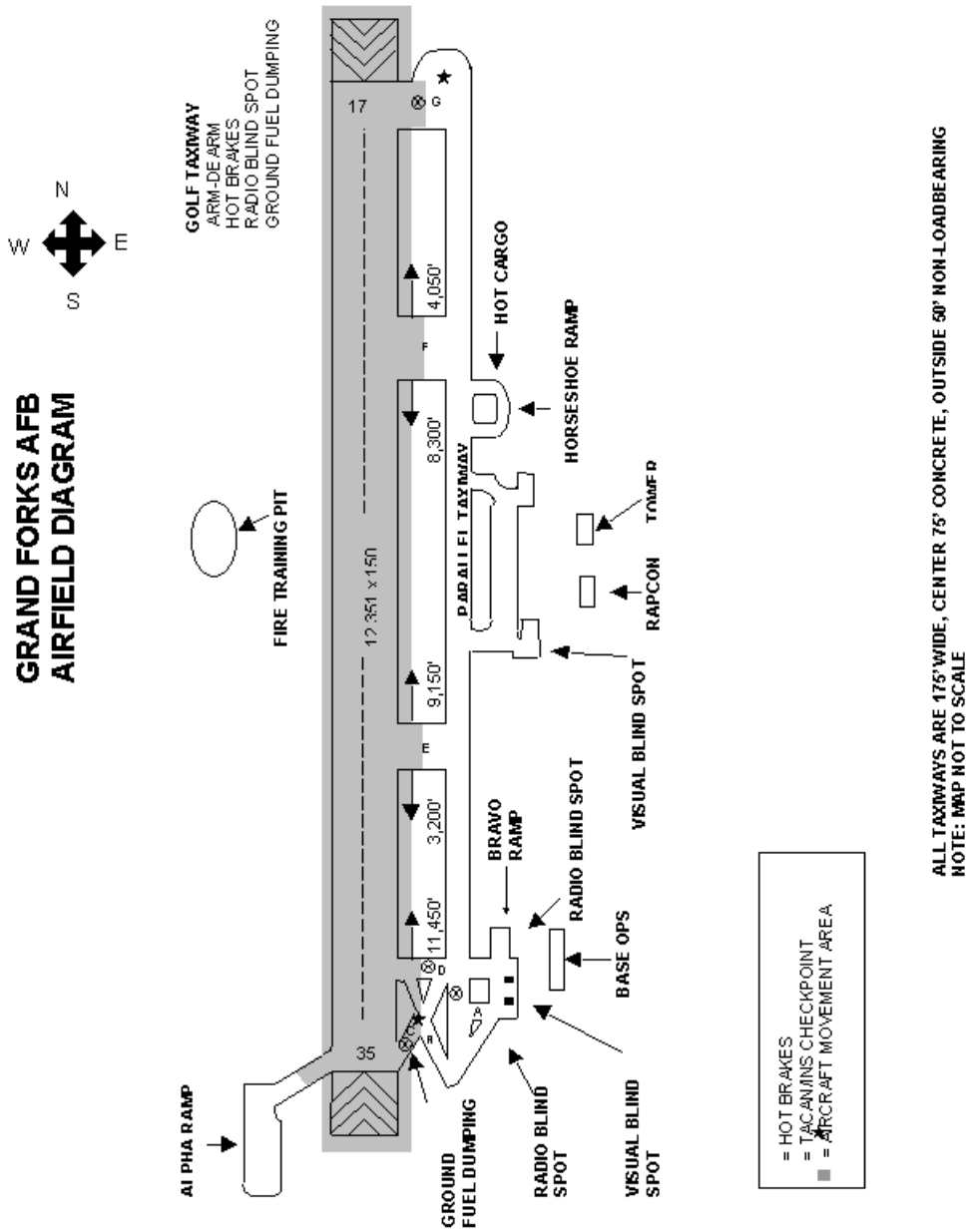
9.19.2. When CENRAP procedures are in effect the IFR traffic pattern altitude is 4000' MSL due to reduced secondary radar coverage. No east downwind available.

9.19.3. During CENRAP procedures aircraft cannot be vectored to final approach. Limited vectoring services, based on controller workload, will be provided until the aircraft can proceed direct to the initial approach fix. Multiple practice IFR approaches will not be available.

DAVID S. GRAY, Colonel, USAF
Commander

Attachment 1

AIRFIELD DIAGRAM



Attachment 2

AIRFIELD OPERATIONS BOARD ANNUAL REVIEW SCHEDULE

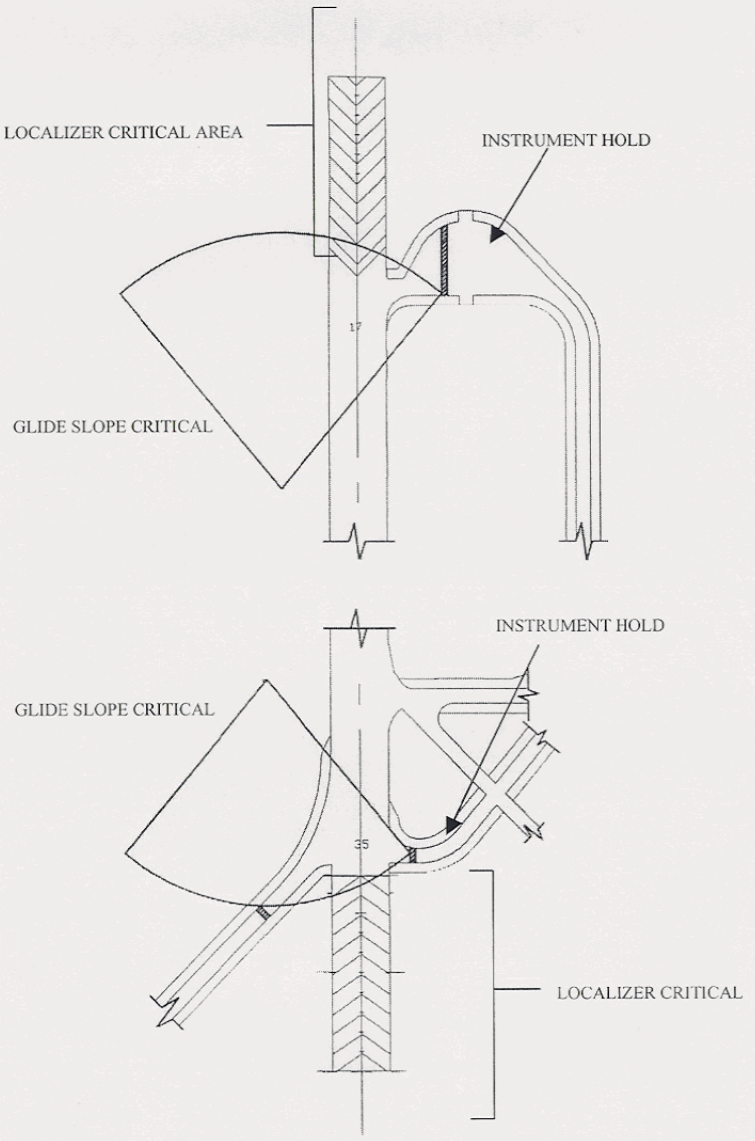
AOB ANNUAL REVIEW SCHEDULE

ITEM FOR REVIEW	SCHEDULE
Base Operating Instructions	January
Letters of Agreement	January
Operations Letters	January
OPlans	January
Local Aircraft Priorities	January
NOTAM Circuit/AWDS	January
Alternate ATC Capabilities	January
PMI Schedule	January
Commercial Power Reliability	January
Engine Run Procedures	January
Airfield Waivers	March
MACA	March/September
Air Installation Compatibility Use Zone	April
Airspace	April
Airfield Vegetation	July
Airfield Parking Plan	July
Terminal Instrument Procedures (TERPS)	September
ATC Flying Procedures	September

Attachment 3

ILS CRITICAL AREAS

ILS CRITICAL AREAS



- Localizer Critical Area. This rectangular area extends from the localizer transmitting antenna 2,000 feet toward the approach end of the runway and 150 feet on each side of the runway centerline. It includes a 50-foot extension behind the localizer antenna.

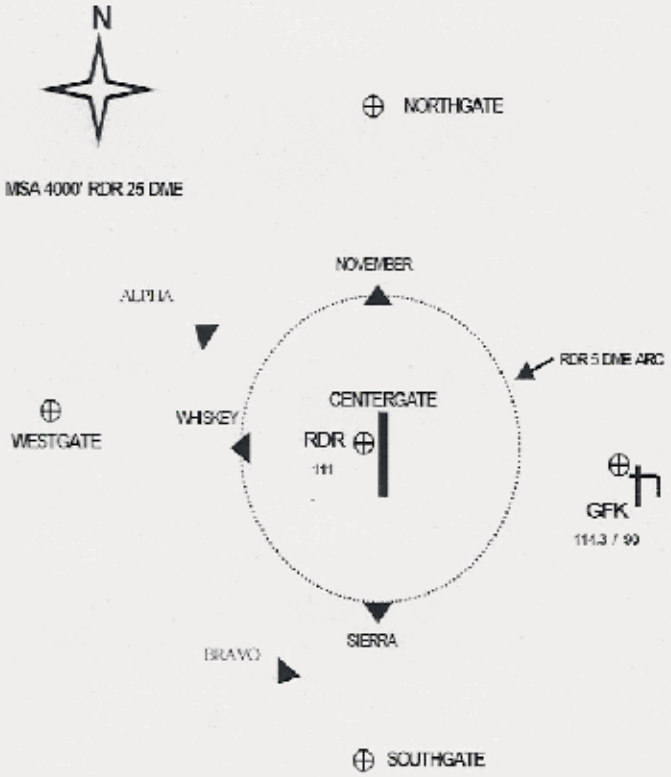
- Glide Slope Critical Area. This is a fan-shaped area that extends from the glideslope antenna 1,300 feet toward the approach end of the runway (or the end of the runway, whichever is greater.) It covers an area 40 degrees each side of a line drawn through the glide slope antenna and parallel to the runway centerline.

Attachment 3

Attachment 4

THREAT AVOIDANCE ARRIVAL AND DEPARTURE FIX MAP

THREAT AVOIDANCE ARRIVAL AND DEPARTURE FIX MAP



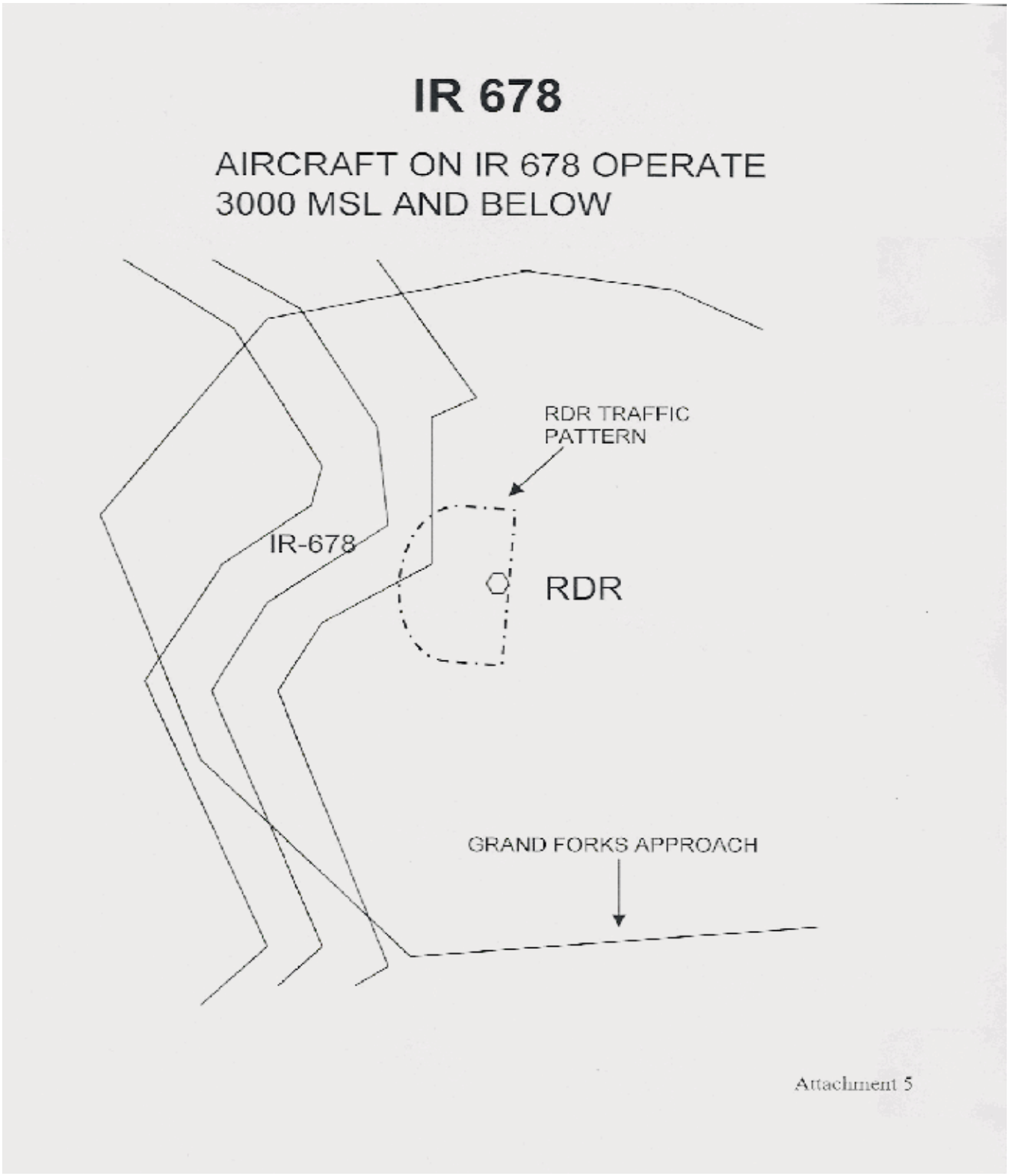
NORTHGATE:	RDR 360/016	N 48-12.5 W 097-21.9 INT ELBOW IN HY81 & RR TRK
NOVEMBER:	RDR 360/005	N 48-02.5 W 097-23.5
WESTGATE:	RDR 274/017	N 48-00.5 W 097-49.5 INT HY2 & CO ROAD
WHISKEY:	RDR 274/005	N 47-58.3 W 097-31.8
SOUTHGATE:	RDR 179/020	N 47-38.0 W 097-27.3 INT HY18 AND RR TRK
SIERRA:	RDR 179/005	N 47-52.5 W 097-25.1
CENTERGATE:	RDR	N 47-57.4 W 097-24.3 RDR TACAN
ALPHA	RDR 302/011	N 47-04.9 W 097-51.37
BRAVO	RDR 205/005	N 47-51.0 W 097-30.0

MAP NOT TO SCALE, TO BE USED AS A GUIDE ONLY!

Attachment 4

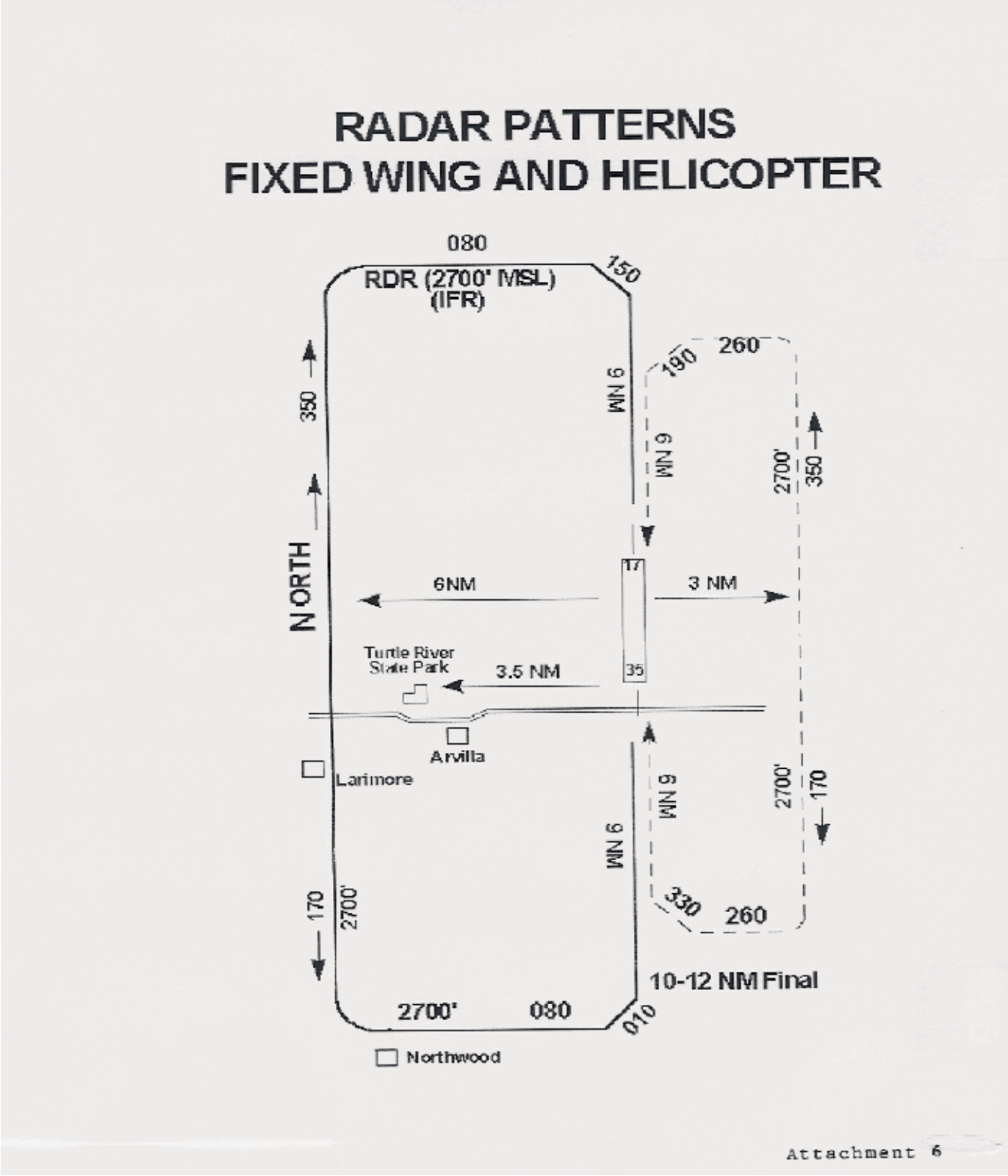
Attachment 5

IR 678



Attachment 6

RADAR PATTERNS FIXED WING AND HELICOPTER



Attachment 7

EMERGENCY INFORMATION FORM

EMERGENCY INFORMATION FORM

Actual	Exercise	On Base	Off Base	Date/Time
1. In-flight Emergency				
A. Call Sign				
B. Nature of Emergency				
C. ETA				
D. Pilot's desires				
E. Type/Quantity of Fuel				
F. Individuals on Board				
G. Landing Runway				
H. Wind Direction/Speed				
I. Cargo				
J. Tail Number/Parking Location				
K. Other Information				
2. Major Accident				
A. Type				
B. Time				
C. Location				
D. Location of ECP				
E. Cordon Size				
F. Munitions ☐ Conventional (Charley) ☐ Nuclear (November) Line #				
G. Total Casualties				
H. Total Fatalities				
I. Total Injured				
J. Surface Winds				
K. Toxic Corridor				
L. Additional Information				

Attachment 8

STANDARD PROCEDURES FOR IFE RESPONSE

STANDARD PROCEDURES FOR IFE RESPONSE

1. Aircrew advises Command Post of IFE; Command Post initiates IFE response checklist.
2. Aircrew declares IFE with ATC; ATC initiates IFE response checklist
3. Red River Tower activates the Primary Crash Net; notified agencies respond
4. Base Operations activates the Secondary Crash Net; notified agencies respond
5. Wing Commander and Duty IP report to Command Post
6. OG Commander reports to flightline, approximately mid-field.
7. SOF reports to flightline, approximately 1500' from approach end.
8. Command Post initiates Skyhook conference on OG/CC or aircrew's request.
9. Skyhook conference stays up on Commander's Net until IFE has landed and Chief 2 terminates emergency.
10. Once parties on the Skyhook conference have checked in Command Post gives a synopsis of the emergency.
11. Base Weather reports current conditions and expected conditions at proposed landing time.
12. Command Post polls Skyhook members for pertinent comments.
13. Wing Commander announces "Standing by for running commentary from ROMEO"
14. SOF gives running commentary of aircraft on Commander's Net (i.e. configured, on course, altitude, 3 miles out, over threshold, etc)
15. Aircraft touches down.
16. Chief 2 terminates emergency via the Fire Net; Tower notifies Base Operations
17. Base Operations activates the Secondary Crash Net and relays emergency termination.
18. Command Post will terminate Skyhook conference.
19. OG/CC and LG are responsible for ensuring aircraft is cleared off runway.
20. Base Operations conducts a runway sweep and reopens the runway.

Note: A checklist cannot cover every contingency. The preceding steps should be followed to maximum extent possible. This guidance applies to in-flight emergencies declared by Grand Forks AFB aircrews landing at Grand Forks AFB. The urgency of the emergency will impact the amount of agency participation.